



**Minutes of Education Committee
2nd of October 2017, 5:30 pm
Students' Association Committee Room**

Present

Member	Position
Zach Davis	Director of Education
Fanny Empacher	PG Academic Convener
Nicola Simonetti	Art & Divinity FP
John Weaver	Science & Medicine FP
Lily Ratcliff	Art History SP
Erin Phillips	Biology SP
Julian Frink	Classics SP
Gergely Flamich	Computer Science SP
Cameron Smith	Divinity SP
Charlotte Gordon	Earth Sciences & Geology SP
Ellen White	English SP
Abi Whitefield	Geography & SD SP
Alice Foulis	History SP
Sarah Gharib	IR SP
Andrew Mitchell	Mathematics & Statistics SP
Caitlin MacDonald	Modern Languages SP
Antonia Zimmermann	Philosophy SP
Alisa Danilenko	Physics & Astronomy SP
Gianluca Giammei	Psychology & Neuroscience SP
Rikke Nedergaard	Social Anthropology SP

In attendance

Name	Position
Patima Shareefy	SSC Employability Officer

Absent

Member

Jacob Pepper

Position

Chemistry SP

1. Apologies

Member

Philip Caraci

Gaby Levey

Carissa Jacobs

Alison Quinn

Position

Management SP

Film Studies SP

Medicine SP

Economics & Finance SP

2. Reports from the School Presidents

Psychology – Meeting with the Careers Centre, Careers Link and the DoT to plan events. Meeting with Class Reps this week and has an upcoming Teaching Committee meeting.

Geography & SD – Internship event with four students talking about their experience. Meeting with Class Reps tomorrow and has an upcoming Teaching Committee meeting.

Social Anthropology – When to the University's Learning & Teaching Space Review launch event. Met earlier with Class Reps and has scheduled SSCC meetings.

Philosophy – Planning a joint careers event in Week 5 with English, Art History and Classics. Held a Class Rep Forum last week and has an upcoming SSCC meeting next week.

History – Having difficulties with implementing lecture capture in the School, with no uptake from lectures. Meeting with Class Reps tomorrow.

English – Met with Class Reps last week and are starting to plan careers events for the semester. Joint event alongside Philosophy and Classics. Looking to set up a mentoring scheme within the School.

<p>ACTION – SPs: Email the School President of English and the Director of Education with details of mentoring schemes.</p>
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Earth & Environmental Sciences – Met with DoT who is interested in the Nightline promotion. Large pushback from lectures on lecture capture. Held a well-received careers talk. Went along to the University's Learning & Teaching Space Review launch event. Meeting with Class Reps tomorrow and planning a science communications event.

Computer Science – Took part in the Schools AAM dialogue. Met with Class Reps on Friday. Held an introduction event with DoT and Module Coordinators. SSCC planned for Week 5 and starting to organise a research fayre.

Modern Languages – Met with DoPG to talk about PG issues, with an interest in starting language cafes to improve on the PG and UG relationship. Hosted a dinner with all of the Modern Languages Conveners.

Divinity – Teaching Committee meeting coming up on Thursday and planning to meet with Class Reps this week.

Art History – Planning an internship event around films. Working on a joint careers event in Week 5 with English, Philosophy and Classics. Pitched the idea of student-staff lunches to DoT who showed a great interest. Took part in the Schools AAM dialogue.

Classics – Meeting with Class Reps tomorrow and has set all SSCC dates. Upcoming Teaching Committee meeting this week. Running a gender fluidity talk to improve the understanding of History, and aiming to have student input.

<p>ACTION – SPs: Send information about offer holder days to the School President of Classics and the Director of Education.</p>

Mathematics & Statistics – Met with Class Reps on Friday and filled all the expansion pack roles. Staff are concerned about a lack of feedback and the School is working on introducing a standardised mid semester survey. Planning multiple careers events in the semester.

Biology – Got positive feedback from the internship event last week. Meeting with Class Reps on Wednesday and Teaching Committee meeting on Tuesday. Margaret Adamson came to the Schools Staff Council to talk about lecture capture which the staff found useful.

Physics & Astronomy – Class Rep elections were held in-class. Tomorrow there's going to be a PG poster event to inform UGs about projects that are occurring within the department. Hosting an internship panel a couple weeks and meeting up with Class Reps soon.

4. Reports from the Faculty Presidents

John is planning a social event for all the science School Presidents next week, and is putting together a science Class Rep mailing list. Nick discussed attending Academic Council alongside John and Fanny.

5. Report from the PG Academic Convener

Fanny introduced herself and the role to the committee members. Working on restructuring the PG Rep training.

6. Introduction from the Employability Officer

Patima introduced herself to the committee, letting the members know that applications for the employability sub-committee are now open. The sub-committee is keen to help School Presidents in planning and running careers based events, with a particular interest in non-traditional career paths.

7. Matters Arising

a. Class Reps

Zach thanked the School Presidents for all their help in running the Class Rep elections. Vacant positions are to be filled through in-class elections organised by the School Presidents. Each School should have at least one Class Rep take up each of the expansion packs. PG Reps should decide amongst themselves who would like to take up the PG Exec role (one per School for PGT and PGR). If there is only one PG Rep they are automatically the PG Exec Rep.

ACTION – SPs: School Presidents to email the Director of Education with details of students who fill vacant positions.

ACTION – SPs: School Presidents to email the Director of Education which Class Reps take up the expansion packs, and to inform them of the required training.

ACTION – SPs: Inform the PG Academic Convener and the Director of Education who the Schools PGT and PGR Exec Reps are.

b. School Presidents Goals

ACTION – SPs: School Presidents to email the Director of Education 2 to 5 key goals that they want to achieve throughout the year. These should be sent by the 9th of October.

c. Learning & Teaching Space Review

Zach informed the School Presidents about the Learning & Teaching Space Review that the University launched on 29th of September. All teaching space, including study areas are going to be reviewed throughout the academic year. Student input has been asked for and School Presidents should keep an eye out for an invite to join one of the work-streams.

d. CAPOD Poster

Zach circulated a poster from CAPOD to help sub-honours students generate effective discussions in tutorials. Should anyone require printer copies Zach will provide them.

ACTION – SPs: School Presidents to circulate CAPOD posters in their School.

8. AOCB

The members discussed evening and part-time Reps. It was decided that an invite to Education Committee should be extended to the Lifelong Learners Forum.

ACTION – DoEd: Invite Loraine to the next Education Committee meeting.

The members also discussed possible working groups for the academic year. John and Nick brought up careers, feedback, and equality and diversity as areas that had been mentioned previously.

ACTION – FPs: Faculty Presidents to gauge School President interest in working groups on careers, feedback, and equality and diversity.

Ellen mentioned that the first year cohort in the School of English had a Facebook group chat (200+ members), in which some students were commenting on the level of work they had already put into completing the reading lists. This has caused some panic amongst other students who were worrying that they had not done enough work.

ACTION – SP of English: Inform relevant module coordinators of possible heightened stress amongst first year students.

ACTION – DoEd: Inform Student Services of the presence of FB group chats containing entire year groups.

The meeting adjourned.

The next meeting is the School Presidents Forum on the 16th of October 2017 at 5pm in the Students' Association Committee Room.